

Spring 2-8-1978

## Senate Meeting February 8, 1978

Academic Senate  
*Illinois State University*

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ACADEMIC SENATE MINUTES  
(Not Approved by the Academic Senate)

February 8, 1978

Volume IX, No. 10

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ASST. VICE PRESIDENT

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Meetings of the Academic Senate are open to members of the University community. Persons attending the meetings may participate in discussion with the consent of the Senate.

Persons desiring to bring items to the attention of the Senate may do so by contacting any member of the Senate.

Academic Senate Minutes  
(Not Approved by the Academic Senate)

February 8, 1978

Volume IX, No. 10

Call to Order

The meeting of the Academic Senate was called to order by Chairperson Cohen at 7:00 p.m. in Stevenson 401.

IX,74 A motion (Ritt/Kuhn) to add Committee Appointments to the agenda was approved.

Roll Call

The Secretary called the roll and declared a quorum to be present.

Approval of Minutes

IX,75 A motion (Sims/Upton) to approve the minutes of the January 25, 1978 Senate meeting was made. The minutes were approved.

Seating of a New Senator(s)

Andy Morrison, Kent Erickson, Edwin Fizer, III, Gail Gawel and Jean Scharfenberg were welcomed as new Senate members.

Chairperson't Remarks

Mr. Cohen asked that the membership be thinking about the retreat that we usually take after the elections are over. He welcomes any suggestions to explore a better way of doing the retreat.

Administrator's Remarks

President Watkins conveyed to the Senate comments made by the Governor at the latest IBHE meeting. The Governor reiterated his support of the budget increase of 8 percent for salaries for faculty and 10 percent for low paid Civil Service workers. This seems to be unanimous view of all elements of the higher education community and the BHE. Mr. Watkins said the Governor was warm and "up front" in dealing with us. The Governor said it is very unlikely to achieve the level of support for higher education enjoyed a few years ago because of increased demands of other state agencies. The Governor does not feel the legislature will support a tuition hike, however; the BHE still feels that students ought to pay a third of the cost of their education. Mr. Watkins said he thought the tuition issue is still up in the air.

Provost Horner informed the Senate that the Budget Team is in the process of building the University's budget for FY 79. The Budget Team is also considering the alternatives of cutting back in the future on the numbers of tuition waivers currently being awarded or spending more from general revenue resources on them in order to meet recently promulgated guidelines of the BHE.

### Student Body President's Remarks

Mr. Rutherford remarked that three students from I.S.U. who were at the recent BHE meeting will be commenting about the meeting to the next Student Association meeting.

### Committee Appointments

IX,76

A motion (March/Sims) to approve the Council for Teacher Education appointments of Valjean Cashen, Psychology; John T. Goeldi, C & I Elementary; Robert Comyne, C & I, Counselor Education was approved.

### Resolutions on Computer Center (see Appendix 1)

Ms. Cook presented a report from the Budget Committee on the Computer Center and explained that her committee is not concerned with the actual assignment of dollars to university activities, that that is the province of the President's Budget Team and the College Deans. Ms. Cook presented two recommendations to the Senate in the hopes of preventing the same type of dramatic problems in computer services that happened last fall. The first recommendation concerns requesting the services of an external consultant in university computer centers that would be able to examine all of the computer operations. This would assist in being able to anticipate needs for the future and also to be able to plan the new or changed use planned by departments or administrative units. Another recommendation was to seriously consider establishing a committee of computer service managers and users, which will facilitate communication about new and changed facilities and use. Ms. Cook stated that we are recommending that we review the charging formula every year on the basis of what we think will be the probable needs of the computer for the next year. This will make sure that the terminals make enough so that the charging amounts do not come out either over or under the amount needed to run the computer. Right now, they do not know if they're going to run into trouble or not.

Mr. Carey asked if the Budget Committee had defeated any desire to limit the use of the computer or merely to account for who is using it? Mr. Horner replied that the computer center is a service and stores operation which depends on users for income to cover the expenses of personnel and equipment. They operate on real money, money from users to pay for their supplies and so on.

Mr. Ritt presumed that the Computer Center has some sort of preliminary budget to which it is committed for fixed cost items, etc., and he asked: What is the relationship between the estimated budget of this corporation and the total amount of funds to be distributed to the departments across the university. Mr. Horner replied there is a one to one correspondence. The Computer Center can't accumulate a surplus. Mr. Carey asked if this budget is based on experience, and Ms. Cook replied that it is based upon the previous and current fiscal years. Mr. Horner added that departments can transfer money to and away from computers. Mr. Ritt asked, if a department increases its use of computer time, does that increase the costs for the Computer Center. Mr. Horner replied, yes, it does.

Mr. Hicklin observed the question is whether or not there is a fair pricing structure, fair in respect to old and new uses of the computer, fair in respect to administrative and academic uses. It's a complex pricing structure, and it has not really changed recently.



Mr. Rhodes asked why the Senate is being asked to deal with an essentially administrative matter? Is there misadministration. Ms. Cook replied, because of the bad effect on users of the inflexibility of the pricing structure. Mr. Hicklin added that the mis-administration question has yet to be determined.

Mr. Carey asked if this action will help us get this semester? He observed that his department has been asked to cut academic use of the computer. Is our only recourse to take money from other lines? Ms. Cook responded that there is need for future levels of appropriation appropriate to academic needs. Mr. Horner noted that there is not more money at the university level this year. That Departments and Colleges must deal with the problem. If departments and Colleges can't solve the problem they could come to the Budget Team, but the outcome is open to question.

Mr. Belshe commented that Mr. Harden and Mr. Potter (Computer Services) do not object to the recommendations but did raise some questions. If there is a consultant hired, they hope the money will not come from the Computer Services budget. They feel that a user group of sufficient size to include all those concerned might be unwieldy and too large. They wonder if one to one consultation might be better. Mr. Smith wondered if we don't have sufficient expertise on campus to consult and make recommendations. Mr. Carey thought an outside consultant would be very useful.

#### College of Education Reorganization

Mr. Moonan introduced Dean Burnham (Col. of Ed.), Ron Laymon (Chr., C & E), and Bill Zeller (Chr. of the Col. Council at the time the reorganization was proposed). Mr. Moonan remarked that when he was discussing this plan there was a question as to whether this pattern was peculiar to this institution or typical of other Colleges of Education in other universities. Mr. Horner said he thought it was a general trend at other universities close to our size. Mr. Hicklin added the pattern is similar to that at Northern Illinois University. Mr. Quane asked about the relationship between ORSG (Office of Research Services and Grants), Continuing Education, and the proposed office of Research, Development, and Field Services. Dean Burnham replied that that office is intended to stimulate research in the College and improve field services

#### Proposal for Certification in University Honors

This item was deferred to the next meeting when Mr. Sessions (Div. of Honors) would be present.

#### Student Representation on Senate

Ms. Upton presented from the Rules Committee a proposal for "Collegiate" student representation on the Senate and proposal for "At Large" student representation on the Senate. Ms. Upton stated that the "Collegiate" proposal received slightly more support in the Rules Committee than the "At Large" proposal. Mr. Nagy asked where under the "Collegiate" model representation is provided for graduate students. Ms. Upton replied that graduate students would still be "At Large" based on their percentage of the total student body. Ms. Cook asked where computer Science students were listed, and Ms. Upton said with Contract majors. The question of a double major was raised, and there was some discussion on this. Ms. Patterson said she thought both proposals are flawed, that neither fully clarifies constituency questions. She thought the "At Large" proposal of Mr. Christiansen and Mr. Wilson more fairly represented the views of student

members of the Senate. Mr. March said that we could have problems with the "Collegiate" model as persons change college affiliation. Mr. March asked if there indeed issues that have come before the Senate where there are splits in the votes along college lines. Mr. Hicklin replied there have been some instances. There have been times when propensities of one's major dominated thinking at the time, and affiliations have made it more difficult to educate those people. But, Mr. Hicklin did not feel it has been a serious problem or a reason to change. Mr. Sims asked what committee would look at enrollments year after year? Ms. Upton replied the Rules Committee would do this by looking at fall enrollment figures. Mr. Nagy asked if it was possible under the "Collegiate" model that a student in one college with 50 votes might be seated on the Senate over a student from another college with 100 votes. Ms. Upton said, yes, it is possible. Mr. Rutherford asked when it was that 80% of student representation on the Senate came from a single college, and Mr. Mr. Cohen answered it was in 1975. A student from CAST, Ms. Peggy Guichard, observed that she as an Environmental Health major felt alienated by the present system. She saw little chance of her being elected to the Senate because of her major and college affiliation. Mr. Sims queried the Senators as to what exactly was keeping a lot of the students out of being involved in the Senate or student government. Mr. Quane remarked that some of the students that are outside of the College of Arts and Sciences don't feel that they get into the political process and that people outside that group have a hard time getting in. Mr. Quane asked if there was evidence of pressures being brought to bear on student Senators, and Mr. Rutherford said, yes, from some Colleges. Mr. Rhodes said he would like the name of persons and the nature of the "pressures" they have brought to bear upon student Senators. Mr. Quane asked if the Rules Committee tries to balance committee assignments on College, and Ms. Upton said, yes, with both faculty and students. That is one factor among several.

After a 10 minutes break the Senate meeting resumed at 8:45 p.m.

Expansion of Parking Appeals Board (see Appendix 2)

Mr. Rosenbaum reported the Administrative Affairs Committee's proposal to permanently increase the size of the Parking Appeals Board by nine members to a total of twenty-one. Three of the nine additional members are to be appointed by the President. Mr. Greenseth (Chr., Parking and Traffic Committee) was called upon to report on the appeals now pending and he said there were 475 appeals now pending. Mr. Rittasked how long it takes to hear an appeal, and Mr. Greenseth replied that it took one to fifteen minutes depending upon whether the appeal is written or in person. Mr. Hicklin asked when the additional nine should not all be Presidential appointments. Mr. Rosenbaum replied the Administrative Affairs Committee was indifferent to this. Mr. Wilson asked when it was necessary for the President to make some of the appointments. Mr. Rosenbaum replied, because money involved includes non-General Revenue money for which the President is responsible. Mr. Rhodes inquired if an appeals Board of twenty-one was large enough, and Mr. Rosenbaum assured the Senate that it was. A motion (March/Gawel) to move the Parking Appeals Board proposal to the action stage carried. A motion (March/Nagy) to expand the Parking Appeals Board as outlined in the Administrative Affairs Committee's February 7 memorandum was made. Mr. Rutherford inquired if the possibility of separating the Parking and Traffic Committee from the Appeals Board had been adequately discussed. Mr. Rosenbaum said that it had. The motion carried on a roll call vote of 36 to 2 with 2 abstentions.

IX,77

IX,78

Vice Chairperson of University Appeals Committee

- IX,79 A motion (Quane/Wilson) to move Vice Chairperson of University Appeals  
Committee information item to action item was approved. The intent of this  
temporary measure is to provide for a reasonable workload for the Chairperson  
of the UAC and to provide for a replacement if he cannot perform his duties  
IX,80 in the very short period during the appeals process. A motion (Quane/Henry)  
to accept the UAC Provision as a temporary change in the current ASPT document  
covering the period from February 15-March 31, 1978 only was approved.

Committee Reports

Academic Affairs: Mr. Rhodes announced that the next meeting of this  
committee would be on February 13 and 14 at 3:00 p.m. in DeGarmo 204 and  
there would be approximately five items for information on the agenda.

Administrative Affairs: The next meeting for this committee will be  
February 13, 1978 at 4:00 p.m. in STV 141.

Budget Committee: Ms. Cook announced that at the next meeting they will  
discuss the College of Education Reorganization and the meeting will be  
on February 14, 1978 in Stevenson 133.

Executive Committee: The next meeting for this committee will be in Hovey  
308 at 4:30 on February 15, 1978. A reminder that the meeting will be at  
4:30 p.m. instead of the usual time of 4:00.

Faculty Affairs Committee: Mr. Quane announced that at the next meeting he  
would have university people familiar with the ASPT document so it can be  
finalized and forwarded to the Senate.

Rules Committee: No meeting date set as yet.

Student Affairs Committee: Next meeting, Wednesday, February 15, 1978 at  
6:00 p.m. in DeGarmo 551.

JUAC: A meeting time was set.

Communications Item: Mr. Hicklin observed that I.S.U. fared well on new  
program money at the IBHE meeting.

Adjournment

- IX,81 A motion (Law/Sims) to adjourn was approved at 9:20 p.m.

Respectfully submitted,

Ira Cohen, Chairperson  
John K. Boaz, Secretary

| NAME         | ATTEN-<br>DANCE | VOTE           |             |             |             |             |             |             | VOICE VO      |     |
|--------------|-----------------|----------------|-------------|-------------|-------------|-------------|-------------|-------------|---------------|-----|
|              |                 | Motion<br># 78 | Motion<br># | Motion<br># | Motion<br># | Motion<br># | Motion<br># | Motion<br># | Motion<br>No. |     |
| Be the       | P               | Yes            |             |             |             |             |             |             | 74            | yes |
| Boaz         | P               | Yes            |             |             |             |             |             |             | 75            | yes |
| Bowen        | P               | Yes            |             |             |             |             |             |             | 76            | yes |
| Butz         | P               | Yes            |             |             |             |             |             |             | 77            | yes |
| Carey        | P               | Yes            |             |             |             |             |             |             | 79            | yes |
| Christiansen | P               | Yes            |             |             |             |             |             |             | 80            | yes |
| Cohen        | P               | Yes            |             |             |             |             |             |             | 81            | yes |
| Cook         | P               | Yes            |             |             |             |             |             |             |               |     |
| Cooper       | P               | Yes            |             |             |             |             |             |             |               |     |
| Croxville    | A               |                |             |             |             |             |             |             |               |     |
| DeLong       | P               | Yes            |             |             |             |             |             |             |               |     |
| Egelston     | A exc.          |                |             |             |             |             |             |             |               |     |
| Erickson     | P               | Yes            |             |             |             |             |             |             |               |     |
| Fizer        | P               | Yes            |             |             |             |             |             |             |               |     |
| Gamsky       | P               | Yes            |             |             |             |             |             |             |               |     |
| Gawel        | P               | Yes            |             |             |             |             |             |             |               |     |
| Hayes        | P               | Yes            |             |             |             |             |             |             |               |     |
| Heflin       | A               |                |             |             |             |             |             |             |               |     |
| Henry        | P               | Yes            |             |             |             |             |             |             |               |     |
| Hicklin      | P               | Yes            |             |             |             |             |             |             |               |     |
| Horner       | P               | Yes            |             |             |             |             |             |             |               |     |
| Jesse        | P               | Yes            |             |             |             |             |             |             |               |     |
| Koehler      | P               | Yes            |             |             |             |             |             |             |               |     |
| Kuhn         | P               | Yes            |             |             |             |             |             |             |               |     |
| Law          | P               | No             |             |             |             |             |             |             |               |     |
| March        | P               | Yes            |             |             |             |             |             |             |               |     |
| Massie       | P               | Yes            |             |             |             |             |             |             |               |     |
| Mohr         | A               |                |             |             |             |             |             |             |               |     |
| Moonan       | P               | Yes            |             |             |             |             |             |             |               |     |
| Morrison     | P               | Yes            |             |             |             |             |             |             |               |     |
| Mosley       | P               | Yes            |             |             |             |             |             |             |               |     |
| Nagy         | P               | Yes            |             |             |             |             |             |             |               |     |
| Natale       | A exc.          |                |             |             |             |             |             |             |               |     |
| Patterson    | P               | Yes            |             |             |             |             |             |             |               |     |
| Potter       | A exc.          |                |             |             |             |             |             |             |               |     |
| Quane        | P               | Yes            |             |             |             |             |             |             |               |     |
| Rhodes       | P               | abstain        |             |             |             |             |             |             |               |     |
| Rice         | P               | Yes            |             |             |             |             |             |             |               |     |
| Ritt         | P               | abstain        |             |             |             |             |             |             |               |     |
| Rosenbaum    | P               | Yes            |             |             |             |             |             |             |               |     |
| Rutherford   | P               | No             |             |             |             |             |             |             |               |     |
| Sanders      | P               | Yes            |             |             |             |             |             |             |               |     |
| Schwalm      | P               | Yes            |             |             |             |             |             |             |               |     |
| Sims         | P               | Yes            |             |             |             |             |             |             |               |     |
| Smith        | P               | Yes            |             |             |             |             |             |             |               |     |
| Upton        | P               | Yes            |             |             |             |             |             |             |               |     |
| Wilson       | P               | Yes            |             |             |             |             |             |             |               |     |
| Young        | P               | Yes            |             |             |             |             |             |             |               |     |
| Watkins      | P               | Yes            |             |             |             |             |             |             |               |     |

TO: Members of Academic Senate

FROM: Administrative Affairs Committee

DATE: 7 February 1978

RE: Expansion of Parking Appeals Board

Since the time at which the Administrative Affairs Committee approved the proposal in your packets for expanding the PAB, it has learned that some presidential appointments to the PAB are necessary. Therefore, the Administrative Affairs Committee agreed to modify its proposal on the membership of the PAB as follows:

Membership. (21) Includes all voting members of the Parking and Traffic Committee, 9 additional members appointed by the Academic Senate, and 3 additional members appointed by the President of the University. The 9 members appointed by the Senate shall include 3 faculty members, 3 students, and 3 civil service representatives. The 3 members appointed by the President shall include 1 faculty member, 1 student, and 1 civil service representative. Appointed faculty members and civil service representatives will serve staggered three-year terms and students will serve one-year terms.



REPORT OF BUDGET COMMITTEE to ACADEMIC SENATE - COMPUTER BUDGETS

1-30-78

PROBLEM: In the Fall semester, 1977, three departments from two colleges separately approached the Budget Committee for help, stating that, under the current system of allocating funds, the money they had available for computer operations would not come close to meeting their minimal academic needs. Interviews with 8 department heads and 5 college deans indicated that many departments and all colleges but CAST had the same problem, and that the problem was significantly more acute than seemed necessary, since as several maintained, "The computer is not used around the clock 7 days a week, yet our legitimate projects are denied while the machine sits idle!"

The Senate Budget Committee is not concerned in any way with actual assignment of dollars to any on-going university activities; that is the province of the President's Budget Team. The Budget Committee is concerned with policies, procedures and priorities. Our interest, then, was in determining what aspects of the budgeting process had made this problem seem suddenly so acute, and whether, by adjusting that process, the problem could be alleviated.

## IMPROVEMENTS PRESENTLY IN PROGRESS:

A: For future fiscal years, the Budget Team plans to use data from a full fiscal year in determining the university's current pattern of use.

For this year, fiscal 1978, the Team experimented with using the 10-month data available at the end of April and adding on 20% to represent use of funds anticipated for the remaining two months. It turned out that many activities, computer jobs among them, have peak demands at the end of the semester or the academic year which are not allowed for in the 10-month+20% formula. This is one reason why this year's projected computer expenses were unduly low, and received a proportionately small part of the over-all budget, in most colleges.

B: The Budget Team has written and distributed a description of their operating procedures used in drawing up an annual budget of General Revenue funds.

Many people had been unaware that Computer Services staff have nothing to do with allocation of computer budgets to departments nor with the total amount budgeted by the university as a whole. The new document explains how academic (and administrative) budgets are determined: The pattern of the previous and current year's use of money is studied, adjusted for known changes in costs and gross changes in university activity, then available funds for the coming year are partitioned among colleges and administrative units in a pattern similar to that of their current use. Each unit then plans to subdivide its dollar allotment in the ways it considers best. Thus increases in proportionate funds for computer services in a college require corresponding decreases in budgets for travel, commodities or other budgets in that college.

C: All informal, behind-the-scenes transfers of funds between computer accounts have been stopped this year.

Accurate projections for future years are based on accurate data this year. Previously, when one account ran low, a staff member could transfer some of its work to an inactive account from another area without consulting either party. This is no longer done. As a result, many areas will find themselves using noticeably more or less money than they had expected. It is the responsibility of the colleges to monitor their accounts and arrange official transfers of funds from one departmental computer budget to another. Where with-

in-college (or within-administrative unit) transfers are inadequate, colleges (or administrative units) may agree to transfer funds among themselves. So far, by this method, needs of all but one department and one administrative unit have been met for the Spring 1978 semester.

D: All announcements of planned rate increases by university agencies must be disseminated by March 15 in order to take effect on July 1, the start of the fiscal year.

This year computer users were informed on August 4 that the billing rates would be changed on August 20. On August 17 they were told that rates for off-campus services from MICC at Edwardsville were being changed September 1. College and departmental budgets were being set up in mid July.

For this year, it is averred that all legitimate needs will be met. If a point comes at which some such needs are unsupportable, then a policy must be developed to determine how cuts should be made. That would be a matter for Senate consideration at that time.

#### FURTHER RECOMMENDATIONS:

A: It is the duty of the university to see that the money available actually is paying for the costs of the services we receive. As the research demands of our graduate programs increase, and as the upper division enrollments in the Applied Computer Science program and Business Information Systems sequences expand, we will be facing demands for computer services of a type and magnitude new to us. At the same time, equipment, paper and maintenance costs will be changing. Balancing all of these factors is an intricate problem.

The Budget Committee has moved unanimously to recommend:

RECOMMENDATION I: That the university request the services of an external consultant in university computer centers capable of examining all aspects of our computer operations. This person will help us develop long range planning for equipment and services, and will assist us on the design of a procedure with which we can perform a yearly analysis of our computer uses and expenses and design a charging formula for the subsequent fiscal year, based upon the principle that charges would reflect closely the actual costs of services received.

B: At present there is no formal or informal structure which informs Computer Services of new or changed uses being planned by departments or administrative units, nor informs those users whether the equipment available can support all of their proposed activities. This makes it difficult for Computer Services to anticipate needs for more keypunches, display terminals, disk storage space, or week-end staff in time to respond to the increased load. Nor can Computer Services suggest ways of spacing out tasks that will need to use the same equipment so as to minimize conflict. This lack of advance communication hinders both the computer managerial staff and the campus users.

To alleviate the problem, the Budget Committee has moved unanimously to recommend:

RECOMMENDATION II: That the university, pending the report of the consultant referred to in Recommendation I, consider seriously the establishment of a committee of Computer Service managers and users, which will facilitate communication about projected new and changed computer facilities and uses.